

**Town of Cusick Scope of Work  
2003 – 2005 SMP Grant**

**Project Title:** **Shoreline Master Program Update**

**Description:** The Town of Cusick will complete an update of the Shoreline Master Program (SMP) that is developed and adopted in a manner consistent with the procedural and substantive requirements of the Shoreline Management Act and the Shoreline Master Program Guidelines (Guidelines). The SMP development process will include an inventory and analysis of shoreline ecological conditions and land use; development of goals, policies, environment designations, and use regulations; and a formal local adoption process. Cusick will incorporate public participation in all phases of SMP development.

**Work Program:** The Recipient shall perform the following tasks. Note: For any GIS work or environmental measurement data collected under this agreement, it is subject to paragraphs 2 through 6 of Special Terms and Conditions of this Agreement for compliance with Ecology standards.

**Task 1:** **Project Coordination with Ecology**

The Town of Cusick will coordinate throughout the SMP development process with Ecology and other applicable state agencies and Indian tribes as provided in the Guidelines. In addition, the Town will consult with all other appropriate entities that may have useful scientific, technical or cultural information, including federal agencies, watershed management planning units, salmon recovery lead entities, universities and other institutions. The Town will seek out technical assistance from Ecology; specifically, this assistance may involve discussion on approaches to shoreline characterizations prior to additional inventory and analysis work, identification of data source and evaluation of consistency of products with the Shoreline Management Act and applicable guidelines. Therefore, the Town will provide Ecology opportunities for review of draft products at appropriate intervals.

**Deliverables:** Two copies: Semi-annual progress reports identifying progress by task and payment requests reflecting task accomplishments.

**Dates Due:** July 20, 2004, January 20, 2005, and July 20, 2005

**Task 2:** **Conduct Participation Process and Integration Strategy**

The Town shall inform and involve the public in updating the shoreline master program throughout the update effort consistent

with the Shoreline Management Act and the SMP Guidelines. Cusick will prepare a public participation plan that:

Identifies specific objectives,  
Identifies key parties (Planning Commission, public, property owners, state agencies, County, Tribes, neighboring jurisdictions, etc.), and  
Establishes timelines for public participation activities.

**Deliverable:** Email electronic file of public participation plan and strategy consistent with Chapter 90.58.130 to Ecology project officer.

**Date Due:** February 29, 2004

**Task 3: Inventory and Map Shoreline Conditions**

Cusick shall compile all pertinent and reasonably available data, plans, studies, inventories, and other applicable information. The Town will thoroughly evaluate existing reports, information, aerial photos and GIS data. The Town shall create working inventory maps at the appropriate scale for analysis (i.e. coarser resolution maps for adjacent lands and the Pend Oreille River watershed, and finer resolution for the shoreline jurisdiction characterization). Cusick will collect the following relevant, and reasonably obtainable information:

- Shoreline and adjacent land use patterns and transportation and utility facilities, including the extent of existing structures, impervious surfaces, vegetation and shoreline modifications in shoreline jurisdiction.
- Critical areas, including wetlands, aquifer recharge areas, fish and wildlife conservation areas, geologically hazardous areas, frequently flooded areas, and shorelines of statewide significance.
- Degraded areas and sites with potential for ecological restoration.
- Areas of special interest, such as priority habitats, rapidly developing waterfronts, previously identified toxic or hazardous material clean-up sites, or eroding shorelines.
- Existing and potential shoreline public access sites, including public rights-of-way and utility corridors. The inventory will include descriptions of recorded public access easements, their prescribed use, maintenance and terms.
- General location of channel migration zones and floodplains.
- Historical aerial photographs documenting past conditions to assist in preparing an analysis of cumulative impacts of development.
- Archaeological or historic resources in shoreline jurisdiction
- Conditions and regulations in shoreline land and adjacent areas that affect shorelines, such as surface water management and land use regulations.

**Deliverables:** Email draft list of inventory data sources to Ecology Project Officer for review and comment. Submit digital working maps of inventory information displayed at appropriate scale.

**Due Date:** June 30, 2004 (draft), August 31, 2004 (final)

**Task 4: Conduct Analysis**

The Town of Cusick shall conduct an analysis of the information and data collected in Task 3 as it relates to development of an effective Shoreline Master Program that complies with the requirements of the SMP Guidelines. This analysis will:

- 1) characterize ecosystem wide processes;
- 2) characterize shoreline functions;
- 3) identify opportunities for protection, restoration, public access and shoreline use; and
- 4) address cumulative impacts.

**4.1: Characterize ecosystem-wide processes**

This characterization will include a coarse analysis of the broader area that influences the shoreline jurisdiction. It will include a narrative with reference to maps (see Task 5) that describes and illustrates the processes in the larger drainage area that are linked to the shoreline through hydrologic flows. These processes include the uptake, transport and deposition of sediment, nutrients, woody debris and pollutants (including thermal). Specifically, this characterization will:

Present the basic geographic context – geology, soils, topography, climate, vegetation and drainage patterns and a description of how this is relevant to the shoreline.

Note location and nature of major land uses, e.g. dams, railroads, logging, mining and irrigation.

Note location and nature of known pertinent regulatory activities, e.g. TMDL, ESA listings, contaminated sites.

Identify opportunities for protection/restoration of upland and adjacent areas essential for maintaining shoreline form and function.

**4.2: Characterize shoreline functions**

This will be a more detailed analysis of the shoreline jurisdiction that includes a narrative with reference to maps (see Task 5). The shoreline will be separated into reaches based on land use and ecological processes (such as stream confluences, littoral drift cell boundaries). Functions will be described as they are associated with each shoreline reach. Specifically, this characterization will:

Detail the physical, biological and land use components within the shoreline jurisdiction.

Evaluate and assess shoreline ecological function based on current scientific understanding of the relationship between the conditions of ecosystem-wide processes and conditions within shoreline jurisdiction.

**4.3: Identify opportunities for protection, restoration, public access and shoreline use**

Identify potential opportunities and possible impediments to the protection and restoration of ecological functions of Pend Oreille River and its tributaries.

Identify current public access and opportunities for future access sites.

Identify opportunities for appropriate shoreline uses.

**Task 5: Prepare Analysis Report and Map Portfolio**

The Town shall prepare a report and GIS-based map portfolio that analyzes the information and data collected in Task 3 as it relates to development of an effective Shoreline Master Program. The report will describe the primary physical and biological processes affecting adjacent lands and shoreline ecosystem function. The report will present findings and recommendations in a way that is useful for making planning decisions. For example, significant features of the landscape and activities occurring in adjacent lands that affect ecosystem function will be clearly described. More detailed information on shoreline reaches will identify opportunities and constraints in:

- 1) protecting and restoring ecological function,
- 2) addressing shorelines of the state, Pend Oreille River,
- 3) providing public access, and
- 4) accommodating appropriate water-oriented uses. This will provide a foundation for establishing environment designations. The report should identify data gaps, focusing on information that would be useful to support plan development and implementation.

The Town will prepare final synthesis maps at appropriate viewing scales that will inform the analysis report and illustrate findings. For example, the user will be introduced to the area with coarser resolution vicinity maps indicating jurisdictional boundaries, watershed boundaries and the Town's shorelines under SMA jurisdiction. Maps at the adjacent lands/contributing drainage scale will present the significant geologic, hydrologic, and ecologic features, and indicate areas most essential to maintaining shoreline form and function. Maps at the shoreline management reach scale will indicate applicable inventory features such as known presence of listed species, critical riparian or aquatic vegetation, existing land uses and shoreline modifications. Potential areas for shoreline use, public access, restoration and/or protection will be indicated. The portfolio will include a comprehensive list and map of public access to shorelines. Pend

Oreille County does not have extensive GIS base mapping available. However, this project will use GIS layers incorporated with whatever digital base data is reasonably available as part of the mapping portfolio.

**Deliverable:** Draft and final digital copies and three hard copies of final shoreline analysis report restoration plan and accompanying map portfolio.

**Due Date:** September 30, 2004

**Task 6: Develop Shoreline Goals, Policies and Regulations**

The Town shall prepare shoreline goals, policies and regulations that comply with the Shoreline Management Act and the Shoreline Master Program Guidelines.

**Deliverables:** Three hard copies and one digital copy of draft SMP Goals & Policies to Ecology for review to adoption

**Due Date:** October 31, 2004

**Task 7: Restoration Plan**

The Town will incorporate products from the inventory (Task 4) and findings from the characterization of ecosystem-wide processes and shoreline functions (Task 5) into a restoration plan. The plan will establish overall goals and identify specific priority restoration areas. Current and ongoing programs that contribute to achieving these goals as well as additional projects necessary for success will be identified. In addition an implementation strategy including funding, timelines and benchmarks will be developed.

**Deliverable:** Three copies and one digital copy of restoration plan and implementation strategy.

**Due Date:** November 30, 2004

**Task 8: Develop Shoreline Environment Designations**

The Town shall develop environment designations that provide for compliance with the SMA and the SMP Guidelines. The Town shall prepare a map illustrating recommended shoreline designations together with justification and rationale for the recommended designations.

**Deliverable:** Three hard copies and one digital copy of recommendations, rationale and draft map illustrating proposed shoreline environment designations.

**Due Date:** October 31, 2004

**Task 9: Address cumulative impacts**

The effect of incremental impacts on shoreline ecological functions resulting from uses and activities allowable under the proposed master program will be evaluated in accordance with the Guidelines as an ongoing part of development of proposals for policies, environment designations and other regulations.

**Deliverable:** Report on results of analysis, including supporting maps and/or graphics.

**Due Date:** December 31, 2004

**Task 10: Adoption of Final SMP**

The Town shall conduct a review and adoption process for the final draft integrated SMP and CAO as provided in the SMA, WAC 173-26 and the State Environmental Policy Act. The Town will also continue coordination with relevant agencies to provide opportunity for input and ensure that project proposals are consistent with agency's directives. The Town shall complete public review and the adoption process for the SMP amendment, and adoption by local elected body

**Deliverables:** Three hard copies and one digital copy of the adopted SMP including maps and diagrams, and any relevant supporting documentation.

**Due Date:** March 31, 2005